

Hours Not Worked Louisville Free Public Library

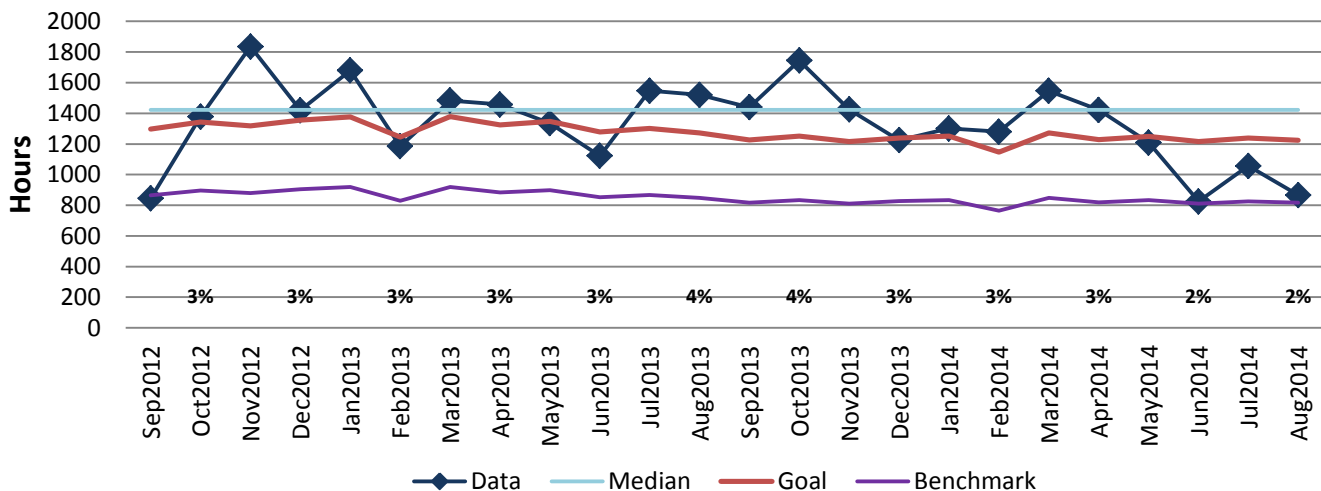
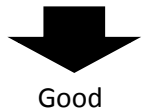


KPI Owner: Belinda Catman

Process: Time and Attendance

Baseline, Goal, & Benchmark		Source Summary	Continuous Improvement Summary		
Baseline: FY 12 Avg. Rate = 3.5% Goal: Reduce Hours Not Worked to no more than 3% of Total Hours (495,563 * 3% = 14,866 for FY 2014-15). Benchmark: Local Gov't = 2%		Data Source: Payable Time Rpt. Peoplesoft Goal Source: Library LouieStat Scope Summary Benchmark Source: Bureau Labor Statistics	Plan-Do-Check-Act Step 8: Monitor and diagnose Measurement Method: Total # of hrs per month employees were not at work performing normal job functions (excludes vacations & holidays) Why Measure: Better understand culture impact on employee attendance Next Improvement Step: Monitor effectiveness of new sick leave policy.		
How Are We Doing?					
Sep2013-Aug2014 12 Month Goal	Sep2013-Aug2014 12 Month Actual		Aug2014 Goal	Aug2014 Actual	
14,866	15,338		1,225	866	
Hours	Hours		Hours	Hours	

Hours Not Worked



Sep2013-Aug2014 Pareto Analysis

